



Claim Process for Claimant

Liability/Personal Property Claims

1. Provide a statement that includes: claimant's name, mailing address, phone number, your description of incident and explanation on how you would like the City to assist you, please submit statement to:

City of Edinburg
Human Resources/Risk Management
415 W. University Dr.
Edinburg, TX 78541

2. Other documents that may be submitted along with statement are repair estimates, invoices, photographs, police report (if applicable) etc.
3. All information/documents will be submitted to our insurance carrier, Texas Municipal League-IRP, via fax.
4. Claimant may contact Texas Municipal League-IRP for status on their claim at 1-800-537-6655 within two days (please provide claimant's name and date of incident).

City of Edinburg

Human Resources/Risk Management

(956)388-1873 - Phone

(956)292-2040 - Fax

Johnny Vera, Risk Manager (Ext.8658) jvera@cityofedinburg.com

Jennifer Cisneros, Risk Specialist (Ext. 8656) jcisneros@cityofedinburg.com